



CITY OF MIDDLETOWN  
VACANCY ANNOUNCEMENT

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**POSITION TITLE:** Master Mechanic

**SALARY RANGE:** \$21.20 - \$31.38 per hour

**HOURS OF WORK:** 7:00 a.m. – 3:30 p.m.

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The City of Middletown is accepting applications for the position of Master Mechanic. This position is located in the Public Works Department. Completed City of Middletown *Application for Employment* forms must be received in the Human Resources Division **no later than 4:30 p.m. on February 24, 2016**. Complete job description and application forms may be obtained in the Human Resources Division, Room 206, Middletown Municipal Building, 245 deKoven Drive, Middletown, Connecticut 06457; or, applications can be printed from our website at [www.Middletownct.gov](http://www.Middletownct.gov). Click on *Employment*. (Faxed or e-mailed applications are not accepted.)

**MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:** Associate's degree, formal apprentice program or equivalent in Mechanics/Repair training with seven (7) years of progressively responsible vehicle and equipment repair experience; or, any combination of education and experience that provides equivalent knowledge, skills and abilities. This position requires a Class A Commercial Driver's License (CDL), Motor Transport Association Commercial Brake Inspection certification and Air Conditioning and Confined Space Licenses. **(Copies of all required licenses & certifications must be attached to the job application at time of submission or application may be rejected.)**

Successful applicants must be able to demonstrate that they meet the above listed training and experience requirements, as stated on the application form, or application may be rejected.

**POSITION PURPOSE:** Repair and maintain City-owned vehicles and equipment. The work is performed under the direction of the Manager of Fleet Services

**ESSENTIAL DUTIES AND RESPONSIBILITIES (Examples of):** Performs skilled mechanical work in the overhaul, repair and maintenance of City vehicles, trucks, heavy and light equipment and other mechanical equipment. Performs moderately complex repair work involving the setting up of test equipment or use of specialty tools/electronics. Performs welding, cutting, brazing and grinding functions. Inspects and diagnoses problems in vehicles and equipment; researches and develops repair strategies. May troubleshoot codes in on-board computers and make necessary repairs to affected systems. May be assigned to install and maintain public safety equipment. May perform analytical and diagnostic testing in order to comply with mandated vehicle emission requirements. Rebuilds engines; rebuilds, repairs and replaces brakes, transmissions and clutches. Tests the operation of vehicles and equipment; operates machinery in the yard. Washes and paints vehicle equipment. Locates and cleans parts and tools; organizes and cleans shop, work areas and yard. Maintains documentation of repair work. Assists in snow and ice control functions for Public Works. Performs other related functions as assigned or required.

**CLOSING DATE:** Completed Application for Employment forms must be received in the Human Resources Division **no later than 4:30 p.m. on February 24, 2016**. Incomplete applications or resumes submitted without the completed application form will not be considered.

The City of Middletown provides reasonable accommodation to persons with disabilities in accordance with the American with Disabilities Act (ADA). If you need accommodation in the application or testing process, please contact the Human Resources Department prior to the application closing date or the testing date, whichever is applicable.

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

Issued: 02/03/16